

Bicycle and Pedestrian Advisory Committee (BPAC)

Meeting Minutes

September 27, 2007

1. Call to Order.

Chair Alfano called the Bicycle and Pedestrian Advisory Committee (BPAC) meeting to order at 7:45 p.m.

Members Attending:

Michael Barnes, Cathy Baylock, Robert Cronin, Karyl Matsumoto, Mike Harding, Marc Hershman, Mark Meadows and Cory Roay.

Staff/Guests Attending:

Tom Madalena, Rich Napier, Diana Shu, Al Meckler, Pat Giorni, Caryl Gay, Didrik Hoag

2. Public Comment On Items Not On The Agenda.

None.

3. Minutes of the June 28, 2007 Meeting.

Motion: Member Baylock moved/Member Hershman seconded approval of the June 28, 2007 minutes. Motion carried unanimously.

4. Recommendation for the FY 08/09 TDA Article 3 Program

Tom Madalena presented this item on the TDA Article 3 Program. The recommendation was for the BPAC to recommend guidelines FY 2007/2008 cycle. The BPAC may want to decide whether to have a call for projects yearly or to have a call for projects every other year. There will be approximately \$600,000 in funding per year available through the TDA Article 3 Program

The BPAC concluded that it might be a good idea to have a call for projects and cap the amount so that perhaps smaller projects could be funded.

Member Hershman motioned to have a call for projects for the FY 2008/2009 cycle with a \$100,000 cap on the amount that can be requested. Seconded by member Harding. Motion carried unanimously.

5. Approval of the Request for Proposals (RFP) for a San Mateo County Bicycle Transportation Map

Diana Shu presented this item on the RFP for a San Mateo County Bicycle Transportation Map. The recommendation was to approve the RFP so that staff could begin solicitations. Diana Shu presented the data that the BPAC members have provided that identifies the bicycle routes as Class

I, Class II, or Class III. Chair Alfano thanked the members that put in the hard work to collect the data.

Chair Alfano requested that the colors that will be used are not those that cannot be photocopied. Chair Alfano requested that the word consultant be changed to proposer. Chair Alfano voiced his concern that C/CAG should be the owner of the rights to the completed map. The final data set in some reproducible format should be owned by C/CAG. The cost of the work will be a factor so the RFP should state that cost will be a factor as well. Facilities should be defined in the RFP. Additional or future phases should be mentioned as desirable. Cost should be added as a selection criteria. Member Cronin noted that items 10 and 11 on page 12 of the RFP are important. It is important that it go beyond the county lines. Dirt roads should be optional.

Member Baylock motioned to move forward with the RFP with the changes that were noted. Seconded by Member Hershman. Motion carried unanimously.

6. Review and approval of the 2008 BPAC meeting calendar

Tom Madalena presented the 2008 BPAC meeting calendar. Chair Alfano noted that there might be meetings that will be added if it becomes necessary. The possibility of starting the meetings earlier was discussed. It was noted that staff should bring back an action item on the agenda to review and potentially approve a revised start time for the meetings.

Member Baylock motioned to approve the 2008 BPAC Calendar. Member Cronin seconded. The motion carried unanimously.

7. Member Recognition

Tom Madalena presented this item regarding Member Brooks. Member Brooks has served three two-year terms, which is the term limit set for public BPAC members. Unfortunately, Member Brooks was unable to attend the meeting. Staff had planned to thank her and to celebrate her dedicated service on the BPAC.

8. Member Communications

Chair Alfano noted that the BPAC is deeply gratified with all of the work that Maureen Brooks has provided through the years

10. Adjournment

The meeting was adjourned at 8:40 pm.